Business Requirements

Req #	Description	Rationale	Fit Criterion	Value	Type	Source	Supporting Documents	Dependency
BRQ001					Functional	BUC01		
BRQ002	The product shall receive request for services	so that the product can act on the request			Functional	BUC01		
BRQ003	The product shall request financial information from the prospective client	so that the product can get the information to determine financial eligibility			Functional	BUC01		
BRQ004	The product shall receive financial information from the prospective client	so that the product can get the information to determine financial eligibility			Functional	BUC01		
BRQ005	The product shall determine accuracy / reasonableness of financial information from client	so that financial eligibility is determined accurately			Functional	BUC01		
BRQ006	The product shall determine whether client is financially eligible	to determine whether the client is financially eligible to receive ATR-I services			Functional	BUC01		
BRQ007	The product shall report on financial eligibility	to provide client and care manager and/or other parties of financial eligibility for ATR-I services			Functional	BUC01		
BRQ008	The product shall request clinical information from the prospective client	so that the product can get the information to determine clinical eligibility			Functional	BUC01		
BRQ009	The product shall receive clinical information from the prospective client	so that the product can get the information to determine clinical eligibility			Functional	BUC01		
BRQ010	The product shall determine accuracy / reasonableness of clinical information from client	so that clinical eligibility is determined accurately			Functional	BUC01		
BRQ011	The product shall determine whether client is clinically eligible	to determine whether the client is clinically eligible to receive ATR-I services			Functional	BUC01		
BRQ012	The product shall report on clinical eligibility	to provide client and care manager and/or other parties of clinical eligibility for ATR-I services			Functional	BUC01		
BRQ013	The product shall maintain a list of approved providers and their service parameters	To be able to determine providers for referrals, payments, etc.			Functional	BUC01		

BRQ014	The product shall extract a list of approved providers based on selected service parameters	To be able to provide a list of providers based on services, location, etc.			Functional	BUC01		
BRQ015	The product shall provide a list of appropriate providers to the client	To give the client a choice of providers for the client's needs and circumstances			Functional	BUC01		
BRQ016	The product shall receive choice of provider from client	To determine the provider to receive a voucher for services			Functional	BUC01		
BRQ017	The product shall produce a voucher for appropriate services	To enable the client to receive services and the provider to be paid for those services			Functional	BUC01		
BRQ018	The product shall notify the chosen provider of the voucher and its details	So that the provider is made aware of a voucher issued for services to be delivered			Functional	BUC01		
BRQ019	The product shall provide a means to obtain information concerning the voucher on demand	So that the provider or case manager has access to the voucher information after the initial notification			Functional	BUC01		
BRQ020	The product shall maintain information on appropriate alternative services	The client may not be eligible for ATR-I services			Functional	BUC01		
BRQ021	The product shall refer the client to appropriate alternative services	To provide treatment option for client not eligible for ATR-I services			Functional	BUC01		
BRQ022	The product shall be easy to use	To minimize training time and cost and ensure effective use of the product			NF Usability			
BRQ023	The product shall provide quick response to users throughout Idaho	To encourage use of the product and entry of complete and accurate data			NF Performance			
BRQ024	The product shall be available during defined time periods	To provide ATR-I intake, vouchers, payments, etc. on a dependable schedule			NF Performance			
BRQ025	The product shall provide data for the DHW data warehouse	For standard and ad-hoc reporting and data queries			NF Operational			
BRQ026	The product shall conform to HIPAA, CFR 42, and other applicable laws and regulations	To protect the confidentiality of clients			NF Legal			

BRQ027	The product shall provide a way for the client to present for assessent	So provider can perform assessment on client			Functional	BUC02		
BRQ028	The product shall provide demographic information on client	So provider can determine appropriate level of care			Functional	BUC02		
BRQ029	The product shall provide clinical information on client	So provider can determine appropriate level of care			Functional	BUC02		
BRQ030	The product shall provide an authorized user with the means to obtain information on the client	So provider can determine appropriate level of care			Functional	BUC02		
BRQ031	The product shall maintain a list of authorized users	To protect the confidentiality of clients			Functional	BUC02		
BRQ032	The product shall determine what information authorized users can see	To protect the confidentiality of clients			Functional	BUC02		
BRQ033	The product shall determine what information authorized users can modify	To protect the confidentiality of clients			Functional	BUC02		
BRQ034	The product shall collect diagnostic summary and recommendations for treatment and level of care from provider	So care manager can review and authorize treatments			Functional	BUC02		
BRQ035	The product shall collect GPRA data from provider	To meet grant reporting requirements			Functional	BUC02		
BRQ036	The product shall receive invoice for completed voucher services	To pay provider for services delivered			Functional	BUC03		
BRQ037	The product shall validate the invoice against the voucher	To verify that billed services are covered by the voucher and do not exceed voucher limits or dates			Functional	BUC03		
BRQ038	The product shall provide EOB (Explanation of Benefits) information	To show what is being paid for and what is not being paid for by ATR-I and why			Functional	BUC03		
BRQ039	The product shall communicate EOB information to the provider	So provider is aware of what is being paid for and what is not being paid for by ATR-I and why			Functional	BUC03		
BRQ040	The product shall pay the provider for ATR-I services that meet the criteria of the voucher	So provider is paid for approved services			Functional	BUC03		

BRQ041	The product shall accept billing corrections from the provider	To pay provider for services that may have been omitted or recorded incorrectly on invoice			Functional	BUC03	
BRQ042	The product shall receive request for information about ATR-I	To allow a prospective client or member of the public to get information about the program			Functional	BUC04	
BRQ043	The product shall provide information about ATR-I	To allow a prospective client or member of the public to get information about the program			Functional	BUC04	
BRQ044	The product shall provide self-screening instrument	So an individual can self-screen for ATR-I eligibility			Functional	BUC05	
BRQ045	The product shall record the self-screening responses	To determine score for ATR-I eligibility			Functional	BUC05	
BRQ046	The product shall compute a score based on self-screening responses	To determine ATR-I eligibility			Functional	BUC05	
BRQ047	The product shall provide the results of the self-screening	To inform individual of prospective ATR-I eligibility			Functional	BUC05	
BRQ048	The product shall provide an application for provider to be included in ATR-I	So that a provider can apply to be an ATR-I provider			Functional	BUC06	
BRQ049	The product shall receive the application from provider	So that a provider can apply to be an ATR-I provider			Functional	BUC06	
BRQ050	The product shall verify that the application was completed properly	To make sure application has all needed information to determine approval and service parameters			Functional	BUC06	
BRQ051	The product shall notify the applying provider of any deficiencies in the application	To allow the provider to correct and resubmit the application			Functional	BUC06	
BRQ052	The product shall review the application against approval criteria	To determine the provider's eligibility to be an ATR-I provider			Functional	BUC06	
BRQ053	The product shall determine whether to approve the provider	To determine the provider's eligibility to be an ATR-I provider			Functional	BUC06	

BRQ054	The product shall issue an approval certificate to the approved provider	To inform provider of approval and provide documentation			Functional	BUC06	
BRQ055	The product shall determine the service parameters for the approved provider	So client can be referred to appropriate provider			Functional	BUC06	
BRQ056	The product shall add the provider and service parameters to the list of approved providers	So ATR-I can refer appropriate clients to the provider and so provider can be paid for ATR-I services			Functional	BUC06	
BRQ057	The product shall inform a provider who does not meet approval criteria that the provider is not eligible to be paid for ATR-I services and why	So provider is aware of ineligibility and reasons			Functional	BUC06	
BRQ058	The product shall receive GPRA data from the provider				Functional	BUC07	
BRQ059	The product shall summarize GPRA data from the provider				Functional	BUC07	
BRQ060	The product shall report GPRA information to SAMHSA/CSAT				Functional	BUC07	
BRQ061	The product shall relate to priority communities (Hispanic, Native American) in culturally appropriate and sensitive ways.	So that people in these communities are encouraged to use the services and given messages appropriate to their experiences.	Spanish-language portions of the product and Tribal presentations are culturally appropriate (as defined by representatives of the culture) and not just translations of English content.		NF Cultural and Political		
BRQ062	The product shall maintain a list of service parameters to be used in selecting approved providers for referrals and other purposes	So that there are clearly defined criteria on which to select providers	Service Parameters list is in place, including: - Level(s) of service - Location - Location(s) served - Types of providers, including faith-based, indigent, etc.		Functional		

BRQ063	The product shall, when providing a list of appropriate providers for the client, always include at least one provider that is not faith-based	The grant requires that at least one of the providers from which the client has a choice be not faith-based			NF Legal			
BRQ064	The product shall manage the care of clients using standardized care management practices and the American Society of Addiction Medicine Patient Placement Criteria Second Edition Revised (ASAM PPC 2R)	Requirement from the MSC RFP			NF Legal	RFP01591, V.E.1		
BRQ065	The product shall provide vouchers in a paperless, electronic way, available to providers online	To provide a convenient, secure method for providers to get access to vouchers and their information			Functional	RFP01591, V.F		
BRQ066	The product shall track and account for issuance and redemption of vouchers	So that care managers and providers can monitor use of vouchers and remaining funds available			Functional	RFP01591, V.F		
BRQ067	The product shall manage funds budgeted for given geographic areas and priority populations in relationship to voucher usage	To make sure that priority populations are given sufficient access to services and that services are distributed fairly throughout Idaho			Functional	RFP01591, V.F		
BRQ068	The product shall monitor vouchers and their use to find and prevent fraud and abuse	To make sure ATR-I funds are used appropriately			NF Legal	RFP01591, V.F		
BRQ069	The product shall list requirements of each provider (attending worship, scripture) on the list of providers from which a client chooses	To make sure that a client does not select a client that has rules contrary to his beliefs or wishes			Functional	Faith-based subcommittee 2/23/05		
BRQ070	The product shall, upon request, show a provider all current vouchers for that provider along with the status, amount, and amount remaining for each voucher	So provider has a convenient way to see all vouchers for that provider and to give provider a way to see any vouchers for which she might has missed the notification			Functional	LN		

BRQ071	The product shall comply with the specifications for GPRA data collection and reporting services	To fulfill reporting requirements for grant and provide outcome data for analysis			NF Legal	RFP01591, V.G	
BRQ072	The product shall make copy of any tribal MOU (memorandum of understanding) available to authorized persons on request	To allow authorized person to examine/verify contents of MOU			Functional	RFP01591, V.L	
BRQ073	The product shall maintain a list of providers from Idaho tribes and incorporate those into the choice of providers as applicable	To make sure tribal providers are included for appropriate clients			Functional	RFP01591, V.L	
BRQ074	The product shall record and report on required Performance Measures	To verify that performance measures are satisfactorily met and to report on the functioning of the ATR-I program			Functional	RFP01591, Appendix D	
BRQ075	The product shall comply with the Project Report Schedule	To provide reports needed by the MSC, the state, and the federal government			Functional	RFP01591, Appendix B	
BRQ076	The product shall gather, record, and make available information on consents to treatment, consents for releasing information, and consents for clinical treatment and RSS providers to gain consents	To make consents available for verificiation and reporting purposes			Functional	ATR-I MSC Operations Manual 2.D.2	
BRQ077	The product shall record assessment results and make them available to the care manager, providers, and other authorized persons as needed	To allow for care management decision making and appropriate treatment and recovery support services.			Functional	ATR-I MSC Operations Manual 2.E.1	
BRQ078	The product shall accurately account for the expenditures to be charged to the ATR-I grant	To make accurate use and accounting of grant funds			Functional	ATR-I MSC Operations Manual 2.M.3.a	
BRQ079	The product shall bill provider services to direct services funds, not to the funds for system administration and care management / utilization review	To apply billing of provider services against the appropriate category of funds and to not use administrative allocations for direct services			Functional	ATR-I MSC Operations Manual 2.M.3.b	

BRQ080	The product shall pay providers from the amount on invoices submitte by the provider for items listed in ATR-I List of Billable Items	To reimburse providers for appropriate services			Functional	ATR-I MSC Operations Manual 2.M.3.c		
BRQ081	The product shall pay treatment and recovery support service providers in a timely manner using generally accepted quality assurance and accounting practices	To reimburse providers appropriately and in a timely manner			Functional	ATR-I MSC Operations Manual 2.M.3.d		
BRQ082	The product shall maintain necessary documentation to substantiate billing requests according to generally accepted accounting practices	To provide audit and reporting documentation of billing requests			Functional	ATR-I MSC Operations Manual 2.M.3.e		
BRQ083	The product shall differentiate between and report on expenditures for treatment and RSS and expenditures for Care Management / Utilization Review services	To provide audit and reporting documentation of expenditures			Functional	ATR-I MSC Operations Manual 2.M.3.g		
BRQ084	The product shall record and make available negotiated rates with providers	To make rate information available to authorized persons			Functional	ATR-I MSC Operations Manual 2.M.6		
BRQ085	The product shall provide reports of billing information separated for clinical treatment and RSS services and separated for adults and adolescents	To provide categorized billing information for grant			Functional	ATR-I MSC Operations Manual 2.M.7		
BRQ086	The product shall provide reports of utilization review and system administration billing	To provide information on administrative billing			Functional	ATR-I MSC Operations Manual 2.M.8		
BRQ087								
BRQ088								
BRQ089								